



**FACULTAD DE INGENIERÍA UNAM
DIVISIÓN DE EDUCACIÓN CONTINUA**

CURSOS INSTITUCIONALES

INGLES BÁSICO

Del 25 de Mayo al 4 de Noviembre de 2004

APUNTES GENERALES

CI-035

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DELEGACIÓN MIGUEL HIDALGO
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**DIVISIÓN DE EDUCACIÓN CONTINUA
DE LA FACULTAD DE INGENIERÍA**

INGLES BÁSICO

Modulo II: Curso Básico Comunicativo

Duración del Módulo: 20 (Veinte Horas)

Contenido Programático

- 1.- Saludos
- 2.- Información
- 3.- Información Laboral
- 4.- Propiedad
- 5.- Dudas
- 6.- Familia
- 7.- Vocabulario
- 8.- Gramática

Periodo de Impartición: Del 25 de Mayo al 24 de Junio de 2004.

Nombre del Capacitador: Lic. Diana Montiel Lira

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OBJETIVO:

AL TERMINO DE ESTE CURSO EL CAPACITADO SERA CAPAZ DE:

- PRESENTARSE ANTE UN GRUPO DE PERSONAS.
- PRESENTAR A OTRAS PERSONAS.
- PEDIR INFORMACIÓN Y DAR INFORMACIÓN PERSONAL.
- PEDIR Y DAR INFORMACIÓN ACERCA DE OTRAS PERSONAS.
- DESCRIBIR PERSONAS Y SUS OCUPACIONES.

Nice Meeting You

1

New York is one of the 52 states that forms the United States of America. Our story is set in the state of New York. The New York University (NYU) is in the historic Greenwich Village, near Washington Square park. The American Language School (ALS) is part of the New York University.

Jose Hernandez and Mary Samperio are at the American Language School, they are standing in line to enroll in an English course. This is how they meet, Jose is standing in line behind Mary when he bumps into her, accidentally.

“ Oh ! Excuse me, I’m really sorry ” Jose says.

Mary smiles and says

“ It’s ok, no problem ”

“What course are you in?” Asks Jose wanting to get to know Mary better

“English 7” replies Mary.

“O really, so am I” says Jose.

“Well that’s great, come and meet my friends, they’re all in English 7 too.”

“Jose this is Salim...”

“What’s up?” Asks Salim

“...this is Julianne...”

“Nice to meet you” Says Julianne

“...and this is Mituko

“...and my name’s Mary, welcome to English 7.” Concludes Mary.

“Great to meet you all, my name’s Jose.”

VERB TO BE.

AFFIRMATIVE:

I	AM	IN ENGLISH ONE.
YOU	ARE	IN ENGLISH ONE.
HE	IS	IN ENGLISH ONE.
SHE	IS	IN ENGLISH ONE.
IT	IS	IN ENGLISH ONE.
WE	ARE	IN ENGLISH ONE.
YOU	ARE	IN ENGLISH ONE.
THEY ARE		IN ENGLISH ONE.

CONTRACTION:

I'M	IN ENGLISH ONE.
YOU'RE	IN ENGLISH ONE.
HE'S	IN ENGLISH ONE.
SHE'S	IN ENGLISH ONE.
IT'S	IN ENGLISH ONE.
WE'RE	IN ENGLISH ONE.
YOU'RE	IN ENGLISH ONE.
THEY'RE	IN ENGLISH ONE.

INTERROGATIVE:

AM	I	IN ENGLISH ONE?
ARE	YOU	IN ENGLISH ONE?
IS	HE	IN ENGLISH ONE?
IS	SHE	IN ENGLISH ONE?
IS	IT	IN ENGLISH ONE?
ARE	WE	IN ENGLISH ONE?
ARE	YOU	IN ENGLISH ONE?
ARE	THEY	IN ENGLISH ONE?

What's Your Name And Address?

Jose Is At Registration.

2

Today is Jose's first day at the university. He is really happy because he is going to be studying English in the United States. He starts to think about his family and how proud they are of him, when suddenly he hears,

"Next, please", he looks around and realizes that he is being called by Jessy the school secretary.

"Hi, good morning, are you enrolling in the English course?" Asks Jessy

"Yes, I am"

"O.K., what's your name and address?" Jessy asks.

"My name is Jose Hernandez and I Live at 688 Columbus Avenue."

"Is there a number Where we can contact you?" She asks

"Excuse me?" Tony asks

"What's your telephone number?" Jessy asks again.

"Oh! It's 373 61 08"

"and where are you from, Jose?"

"I'm from Paraguay" Jose replies quickly

...and what class are you in?" Jessy continues.

"English 7" answers Jose

"O:K Jose, could you sign here on the dotted line please."

Jose takes a pen and signs his student registration card.

"Say, would you like to go for a coffee tomorrow?" says Mituko "at the university coffee shop."

"Yeah, I'd love to" says Jose.

VERB TO BE.

NEGATIVE FORM:

I	AM	NOT	IN ENGLISH ONE.
YOU	ARE	NOT	IN ENGLISH ONE.
HE	IS	NOT	IN ENGLISH ONE.
SHE	IS	NOT	IN ENGLISH ONE.
IT	IS	NOT	IN ENGLISH ONE.
WE	ARE	NOT	IN ENGLISH ONE.
YOU	ARE	NOT	IN ENGLISH ONE.
THEY ARE		NOT	IN ENGLISH ONE.

CONTRACTION:

I'M	NOT	IN ENGLISH ONE.
YOU	AREN'T	IN ENGLISH ONE.
HE	ISN'T	IN ENGLISH ONE.
SHE	ISN'T	IN ENGLISH ONE.
IT	ISN'T	IN ENGLISH ONE.
WE	AREN'T	IN ENGLISH ONE.
YOU	AREN'T	IN ENGLISH ONE.
THEY	AREN'T	IN ENGLISH ONE.

What Do You Do For A Living ?

3

Jose and Mituko meet at the university coffee shop the following day.

They are talking about all the people they can see in the café.

" Say, what's her name ?, Jose asks.

" That's Jessica Ralph, she's a secretary at the American language school.

" Oh yeah. And who's that in the corner ? "Jose asks

" I'm not sure, but I think he's teacher, here at the university "

The waitress appears and asks Jose and Mituko " Hi, good afternoon, are you ready to order?"

" Yes, I'd like some coffe" says Mituko,

" I'll have some coffee too" says Jose

the waitress then walks off into the kitchen to get their coffee

" Mituko, what do you do for a living?",

" I'm a secretary. I work for Kontiko travel agency. What about you?"

" I work in a restaurant ", Jose answers.

" Really! " Mituko remarks.

" Yeah, I work for my uncle, he owns a restaurant " jose Replies.

SIMPLE PRESENT.

AFFIRMATIVE FORM:

I LIKE CAKES

YOU LIKE CAKES.

HE LIKESCAKES.

SHE LIKESCAKES.

IT LIKESCAKES.

WE LIKE CAKES.

THEY LIKE CAKES.

GET THE RULE OF THE SIMPLE PRESENT AND MAKE AN EXAMPLE.

AFFIRMATIVE:

_____ + _____ + _____

EXAMPLE: _____

Excuse Me, That's My Book

4

It is four o'clock and Jose and Mituko are still in the coffee shop. The teacher from the University (John Shaw), Jessica Randolph, Salim and Mary are in the coffee shop too.

Jose and Mituko are busy talking when they see their other classmates, Salim and Mary.

"There's Mary and Salim, let's go say hello" says Mituko.

"Okay" Jose agrees, they stand up and pick up their textbooks, when they hear a voice behind them.

"Excuse me, That's my book".

Jose answer quickly. "No it isn't, look here's my name "

John is now looking the name in Jose's book, and then he hears

"John, is this your book?"

It's Jessy and she's holding up John's copy of the book

John realizes that he has made a mistake and he is ashamed.

"I'm really sorry "

Jose quickly accepts Mr. Shaw's apology "It's all right, no problem."

As Jose and Mituko are walking away, Mr. Shaw says "I feel bad about accusing that guy of taking my book, who is he anyway?"

Jessy answers "I think his name is Jose Hernandez."

"Is he a student at the ALS?" He asks

"Uh-huh" replies Jessy

"and where's he from?"

"I think he's from Paraguay " she answers.

SIMPLE PRESENT.

NEGATIVE FORM:

I	DON'T	LIKE	CAKES.
YOU	DON'T	LIKE	CAKES.
HE	DOESN'T	LIKE	CAKES.
SHE	DOESN'T	LIKE	CAKES.
IT	DOESN'T	LIKE	CAKES.
WE	DON'T	LIKE	CAKES.
THEY	DON'T	LIKE	CAKES.

INTERROGATIVE FORM:

DO	I	LIKE	CAKES?
DO	YOU	LIKE	CAKES?
DOES HE	LIKE	CAKES?	
DOES SHE	LIKE	CAKES?	
DOES IT	LIKE	CAKES?	
DO	WE	LIKE	CAKES?
DO	THEY	LIKE	CAKES?

GET THE RULE OF THE SIMPLE PRESENT AND MAKE AN EXAMPLE.

NEGATIVE:

_____ + _____ + _____ + _____

EXAMPLE: _____

INTERROGATIVE:

_____ + _____ + _____ + _____ ?

EXAMPLE: _____ ?

Here Are Some Pictures Of My Family

5

Earlier that afternoon Salim and Mary are sitting in the Coffee Shop.

Salim is asking Mary some questions about her family.

"Do you have any pictures of your family?" Salim inquires, and Mary Begins to search inside her purse.

"Yeah, I have some here somewhere, here they are."

"This is my father with my twin sisters, Fabiola and Patty. They are both bilingual models." Mary says proudly. Salim is really interested so he asks

"What does your father do?"

"He's retired", and she continues, "and this is my mother...she's a businesswoman".

"Really!!" adds Salim.

"And these are my brothers, Genaro and Faby and That's Faby's girlfriend Karla Hernandez ." Concludes Maria.

"She has the same surname as you, is that a common last name in Mexico?" Asks Salim.

"Yes, Hernandez is a very common surname in Mexico".

"What's your last name, Salim?"

"Hassan" replies salim.

"How do you spell it?"

"H-A-S-S-A-N Salim answers.

"Is that a common surname in Algeria?"

"Yes, it is, but it doesn't have any meaning in Arabic, though. My wife's maiden name is also Hassan". Salim continues.

Mary is quite surprised. "Oh, so are you married?"

"Yes I am and we have a baby who's ten months old."

"What about you?"

"No, I'm not married."

"Do you have a boyfriend?" Asks Salim.

"No, I don't" replies mary

"I guess I'm just waiting for the right guy to come along".

LOOK AT THE FOLLOWING SENTENCES AND GET THE GRAMMATICAL RULE.

- **I AM THINKING** ABOUT A POSSIBLE FIRE IN THE OFFICE.
- **YOU ARE THINKING** ABOUT THOSE TRAGIC THINGS.
- **YOU ARE USING** FLAMMABLE MATERIAL
- **YOU ARE NOT LEAVING** YOUR JOB.
- **WHEN YOU ARE SMOKING** STAY AWAY FROM PAPER AND CLOTHES
- **YOU ARE NOT CLEANING** YOUR WORK CENTER
- **WHAT ARE YOU DOING** GEORGE?
- **I AM MAKING** A LIST.

PRESENT PROGRESSIVE.

PRESENT PROGRESSIVE TENSE DESCRIBES ACTIONS THAT ARE HAPPENING NOW.

GET THE RULE OF THE PRESENT PROGRESSIVE AND MAKE AN EXAMPLE.

AFFIRMATIVE:

_____ + _____ + _____ + _____ + _____

EXAMPLE: _____

NEGATIVE:

_____ + _____ + _____ + _____ + _____ +

EXAMPLE: _____

INTERROGATIVE:

_____ + _____ + _____ + _____ + _____

EXAMPLE: _____?

Is There A Money Exchange Near Here?

6

Salim is still looking at Mary's pictures when Mary stands up and says
" Would you excuse me for a minute I'm just going to the bathroom, I'll be right back."

Mary doesn't know where the ladies room is, so she asks a waitress

" Excuse me miss, where's the ladies room?"

" It's right there, next to the telephones" the waitress answers.

" Thank you."

" You're welcome "the waitress replies.

At that very moment, Jose and Mituko are walking over to Salim and Mary to say hello.

" Mary, Jose, how are you "

" Fine thanks and you?"

"Pretty good, thanks" replies Jose

" Please, take a seat "

Jose and Mituko sit down, then Mituko notices Mary's pictures on the table and asks

" Whose photo's are those?"

" They're Mary's, they're pictures of Mary's family " Salim answers happily.

" Can I see them?" Asks Mituko.

" I don't see why not" Ali gives Mituko the photos.

" Who's this?" Asks Mituko pointing at the first photo.

" Mary's mother "

" and who are they? "

" Her brothers. "

" They're so cute. How old are they ? "

" I think one's twelve and the other one's fourteen. "

Salim continues. " What about you Mituko, do you have any brothers and sisters? "

" I have a sister. "

" How old is she ?" Asks Jose

" Twenty four " replies Mituko.

**TO MAKE INFORMATION QUESTIONS YOU WILL NEED TO INCLUDE THE WORDS : WHERE, WHY, WHEN, HOW, OR WHAT. BEFORE THE AUXILIARY DO OR DOES.
FOR EXAMPLE:**

- 1.- **WHERE** DOES HE WORK?
- 2.- **WHY** DO YOU PLAY?
- 3.- **WHAT** DOES SHE WANT?

CHANGE THE FOLLOWING SENTENCES TO QUESTIONS BEGINNING WITH THE QUESTION WORD IN PARENTHESIS.

- 1.- I WORK ON THE TENTH FLOOR. (**WHERE**)

- 2.- GEORGE ALWAYS GOES TO THE MOVIES. (**WHERE**)

- 3.- SHE LIKES ICE CREAM VERY MUCH. (**WHAT**)

- 4.- WE COME TO SCHOOL BY BUS. (**HOW**)

- 5.- I WALK TO SCHOOL EVERY DAY. (**WHEN**)

- 6.- YOU EAT LUNCH WITH ME VERY HAPPY. (**HOW**)

- 7.- JOHN TAKES A FIRST AIDS COURSE. (**WHAT**)

- 8.- YOU AVOID ACCIDENTS AT WORK. (**WHERE**)

- 9.- THE SUPERVISOR CHECKS THE MAINTENANCE OF THE MACHINES. (**WHAT**)

- 10.- THE EMPLOYEE HANDLES THE MERCHANDISE WITH CAREFUL. (**WHAT**)

POLLUTION.

8

NOW A DAYS WE KNOW A LOT ABOUT CONTAMINATION FOR EXAMPLE: CONTAMINATED AIR, WATER AND SO ON. WE KNOW THAT SMOKING, CHEMICAL SUBSTANCES, AND DUST PARTICLES POLLUTE OUR ENVIRONMENT.

BUT MAYBE WE DON'T KNOW A LOT ABOUT POLLUTION FROM NOISE AND THE CONSEQUENCES THAT IT PROVOQUES. FOR INSTANCE THE PHYSICAL EFFECTS LIKE PARTIAL OR COMPLETE DEAFNESS AS A RESULT OF THE EXCESSIVE NOISE (AIRPORTS, FACTORIES, CARS, MACHINES).

MANY EXPERIMENTS HAVE PROVED THAT NOISY ACTIVITIES MAKE THE PEOPLE BEHAVE MORE IRRITABLY AND LESS COOPERATIVELY. IN EXTREME SITUATIONS MANY PEOPLE CAN'T WORK HARD, IT'S DIFFICULT TO CONCENTRATE AND THEY SUFFER FROM SEVERE ANXIETY AND INSTABILITY BESIDES SOME OTHER PSYCHOLOGICAL PROBLEMS.

BUT WHAT IS THE DIFFERENCE BETWEEN "SOUND" AND "NOISE" . EASY, THE SOUND ARE THE DECIBELS OF SOUND THAT A PERSON CAN ENJOY AND CONTROL FOR EXAMPLE WHEN YOU LISTEN TO THE RADIO. BUT NOISE ARE THE DECIBELS OF SOUND THAT A PERSON CAN'T CONTROL AND BOTHER THEM. FOR EXAMPLE THE NOISE OF THE MACHINES IN A FACTORY. THIS IS THE NOISE POLLUTION THAT WE NEED TO CONTROL IN ORDER TO HELP PEOPLE LIVE AND WORK MORE HAPPILY.

ANSWER TRUE OR FALSE.

- 1.- SMOKING,CHEMICAL SUSBSTANCES AND DUST PARTICLES ARE FACTOR OF POLLUTION_____.
- 2.- NOISE IS GOOD FOR HEALTH._____.
- 3.- POPEL CAN'T WORK HARD IN NOISY SITUATIONS._____.
- 4.- ANXIETY AND INSTABILITY ARE PHISICAL PROBLEMS_____.
- 5.- "SOUND" AND "NOISE" IS THE SAME._____.

NOUNS AND ADJECTIVES.

NOUNS: ARE ANY PERSON, THING OR ANIMAL THAT WE ARE GOING TO TALK ABOUT.

EXAMPLES:

AIR, WATER, CHEMICAL SUBSTANCES, DUST PARTICLES,
ENVIRONMENT, POLLUTION, NOISE,
AIRPORTS, CARS, MACHINES.
ETC.

ADJECTIVES: ARE WORDS THAT MAKE A DESCRIPTION OF THE NOUN.

EXAMPLES:

CONTAMINATED, EXCESSIVE, NOISY, HARD,
DIFFICULT, SEVERE, BEAUTIFUL,
GOOD, BAD, UGLY, TALL,
ETC.

EXAMPLES OF USE:

- MEXICO CITY IS BIG.
- GUADALAJARA IS LITTLE.
- IS YOUR ENGLISH CLASS EASY?
- CARS AREN'T EXPENSIVE.
- FRANCE IS NOT A TROPICAL COUNTRY.

NOUNS

WOUND (HERIDA)
BANDAGE (VENDA)
HELPER (AYUDANTE)
ROPE (CUERDA)
LIFESAVER (SALVAVIDAS)

ADJECTIVES

DEEP (PROFUNDO)
DIRTY (SUCIO)
INTELLIGENT
TIGHT (APRETADO)
PROFESIONAL

CHANGE THE FOLLOWING SENTENCES FROM AFFIRMATIVE TO NEGATIVE.

1.- I WORK ON THE TENTH FLOOR.

2.- GEORGE ALWAYS GOES TO THE MOVIES.

3.- SHE LIKES ICE CREAM VERY MUCH.

4.- WE COME TO SCHOOL BY BUS.

5.- I WALK TO SCHOOL EVERY DAY.

6.- YOU EAT LUNCH WITH ME VERY HAPPY.

7.- JOHN TAKES A FIRST AIDS COURSE.

8.- YOU AVOID ACCIDENTS AT WORK.

9.- THE SUPERVISOR CHECKS THE MAINTENANCE OF THE MACHINES.

10.- THE EMPLOYEE HANDLES THE MERCHANDISE WITH CAREFUL.

CHANGE THE FOLLOWING SENTENCES TO PRESENT PROGRESIVE AFFIRMATIVE.

1.- LOOK! THAT MAN WEARS A STRANGE COAT.

2.- I TEACH ENGLISH AT UNAM.

3.- WE PRACTICE EXERCISE AT HOME.

4.- THE TELEPHONE RINGS SOFTLY.

5.- SOMEONE KNOCKS AT THE DOOR.

CHANGE THE FOLLOWING SENTENCES TO PRESENT PROGRESIVE NEGATIVE.

1.- YOU STUDY VERY HARD.

2.- MY WATCH WORKS FINE.

3.- I LIVE WITH MY PARENTS.

4.- SHE WORKS ON THE FIRST FLOOR.

5.- WE TAKE FRENCH CLASSES.